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AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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February 23, 2007

TO: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley 
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – GUIDING LIGHT
HOME FOR BOYS GROUP HOMES, SITES I AND II**

We have completed a review of Guiding Light Home for Boys Group Homes (Group Home or Agency) operated by Guiding Light Group Homes. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Guiding Light Group Homes, Sites I and II, are each six-bed facilities, which provide care for boys ages 14-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Site I was providing services for three Probation children, one Riverside County child, and one Ventura County child. Site II was providing services for six Probation children.

Guiding Light Group Homes are located in Riverside County.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program

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services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to address several deficient areas.

Both Group Homes need to paint the walls in the common areas, provide children with a computer, include the treatment team and input from the child in the development and implementation of the Needs and Services Plans (NSPs), develop comprehensive NSPs that include short and long term goals, and encourage and assist children in creating and maintaining photo albums/life books.

Guiding Light Group Home Site I needs to clean the bathtub, remove the writing from the curtain rods and dressers in the bedrooms, replace the blinds in bedrooms one and three, and repair the air vent in bedroom two.

Guiding Light Group Home Site II needs to landscape the backyard, clean the living room carpet, clean the microwave, replace the kitchen sink, replace the light covers in the bathroom and in bedrooms one and two, and repair the shower doors.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:gfw
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
Patricia S. Ploehn, Director, DCFS
Robert B. Taylor, Chief Probation Officer
Candace Hache, Executive Director, Guiding Light
Public Information Office
Audit Committee

**Guiding Light Group Homes
Site I
24618 Ormista Drive
Moreno Valley, California 92553
Phone: (951) 485-0423
License Number: 336403549
Rate Classification Level: 10**

I. Facility and Environment

Method of assessment – Observation

Comments:

Guiding Light Group Home Site I is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the living and dining room walls have been repaired, but not painted, and the bathtub has rust stains.

Generally, the children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate lighting and storage space. Window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, in bedrooms one and two there is writing on the curtain rods and on the dressers. In bedrooms one and three, the window coverings are broken. In bedroom two, the air vent is broken.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials are available. However, the children do not have access to a computer.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

1. Guiding Light management:

- a. Paint the living and dining room walls.**
- b. Clean the bathtub.**

- c. Remove the writing from the curtain rods and dressers in bedrooms one and two.
- d. Repair or replace the window coverings in bedrooms one and three.
- e. Repair the air vent in bedroom two.
- f. Provide children with access to a computer with a variety of programs.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The Needs and Services Plans (NSPs) are current. However, the NSPs are not developed or implemented by the treatment team and do not include input from the child. The NSPs are not comprehensive and do not include short and long term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendation

2. Guiding Light management:

- a. Include the treatment team and input from the child in the development and implementation of the Needs and Services Plans.
- b. Develop comprehensive Needs and Services Plans that are measurable, attainable, and include short and long term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

One age-appropriate child has not been provided with opportunities to participate in emancipation and vocational training programs.

Recommendation

3. Guiding Light management provide all age-appropriate children with opportunities to participate in emancipation and vocational training programs.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are not encouraged or assisted in creating and maintaining photo albums/life books.

Recommendation

- 4. Guiding Light management encourage and assist children in creating and maintaining photo albums/life books.**

**Guiding Light Group Homes
Site II
13935 Calada Drive
Moreno Valley, California 92553
Phone: (951) 485-0423
License Number: 336405835
Rate Classification Level: 10**

I. Facility and Environment

Method of assessment – Observation

Comments:

Guiding Light Group Home Site II is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean. However, the backyard is not landscaped.

Overall, the interior of the Group Home is maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, in the living room the walls have been repaired, but not painted, and the carpet is stained. In the kitchen, the sink is worn and the microwave oven is dirty. In the bathroom, the shower doors are broken and the light cover is missing.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate lighting and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, the light covers are missing in bedrooms one and two.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource are available. However, the children do not have access to a computer.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

1. Guiding Light management:

- a. Provide appropriate landscape in the backyard.**
- b. Paint the living room walls.**

- c. Replace the kitchen sink.
- d. Clean the microwave oven.
- e. Repair the shower doors.
- f. Provide light covers in the bathroom and in bedrooms one and two.
- g. Provide children with access to a computer with a variety of programs.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The Needs and Services Plans (NSPs) are current. However, the Needs and Services Plans are not developed or implemented by the treatment team and do not include input from the child. The NSPs are not comprehensive and do not include short and long term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendations

2. Guiding Light management:

- a. Include the treatment team and input from the child in the development and implementation of the Needs and Services Plans.
- b. Develop comprehensive Needs and Services Plans that are measurable, attainable and include short and long term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights**Method of assessment –Interviews with children**

Sample size: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are not encouraged or assisted in creating and maintaining photo albums/life books.

Recommendation

- 3. Guiding Light management encourage and assist children in creating and maintaining photo albums/life books.**

Guiding Light

Home for Boys

Group Home



Department of Auditor-Controller
500W. Temple, #515-A
Los Angeles, California 90012

Attention: Greta Walters

Corrective Action Plan Site #1

These are the Corrections for the Group Home located at: 24618 Ormista Dr. Moreno Valley, Ca. 92553 (License Number: 336403549)

One -Recommendation (A-F)

- A. Paint the living room and dining rooms walls as needed
- B. Clean the bathtub
- C. Remove the writing from the curtain rods and dresser in the bedrooms
- D. Replace the bedroom window covering
- E. Repair the air vent in bedroom #2
- F. Provide the children with a computer with a variety of programs

Corrective Action Plan

Everything has been completed.

Staff will make a handy man request to facility manager weekly/ or when ever needed to fix/repair anything in facility that is out of compliance. Administrator will follow through and do a walk through on a weekly basis to ensure that facility stays in good condition and that everything is in compliance. When clients are on the computer staff will supervise clients to ensure proper use of the computer.

Candace G. Hache
Administrator

24618 Ormista Dr.
Moreno Valley, CA 92553
Bus: (951) 485-0423
Cell: (951) 906-1424

Guiding Light

Home for Boys

Group Home



Recommendation #2

- Include a treatment team and input from the child in the development and implementation of the NSPs.
- Maintain comprehensive Needs and Service Plans that are measurable, attainable, and include short and long term goals.

Corrective Action Plan

Administrator, Candace Hache will review all reports to make sure that the input from the treatment team and input from the children is implemented and that it is attainable, measurable, and that it includes short and long term goals as each report is done on a quarter basis.

Recommendation #3

Guiding Light management provide all age-appropriate children with opportunities to participate in emancipation and vocational programs.

Corrective Action Plan

Administrator has hired an Administrative Assistant to come in 3 days a week to work on emancipation and vocational goals. Administrator also sets up vocational/college tours so that clients can get exposure for their emancipation preparation for their future. All clients are encouraged to participate. This will be documented to have a paper trail on involvement for all clients along with their enrollment for ISLP.

Recommendation #4

Guiding Light management assist all children in creating and maintaining life books/photo albums.

Corrective Action Plan

Life books have been purchased for each child at the home. A camera has been made available at each home to take pictures on special occasions. The facility manager and administrator will ensure this is done on an ongoing basis. Administration will encourage all clients to participate in putting their life book together.

Candace G. Hache
Administrator

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Moreno Valley, CA 92553
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Guiding Light

Home for Boys

Group Home



Corrective Action Plan Site #2

These are the corrections that have been implemented for Group Home located at: 13935 Calada Dr. Moreno Valley Ca. 92554 (License # 336405835)

Recommendation #1 A-G

- Landscape the backyard
- Paint the living room walls
- Clean the microwave
- Repair the shower doors
- Replace the light covers in the bathroom and in bedrooms 1 & 2
- Provide the children with a computer with a variety of programs

Corrective Action Plan

Everything has been completed.

Staff will make a handy man request to facility manager weekly/ or when ever needed to fix/repair anything in facility that is out of compliance. Administrator will follow through and do a walk through on a weekly basis to ensure that facility stays in good condition and that everything is in compliance. When clients are on the computer staff will supervise clients to ensure proper use of the computer.

Recommendation #2

- Include a treatment team and input from the child in the development and implementation of the NSPs.
- Maintain comprehensive Needs and Service Plans that are measurable, attainable, and include short and long term goals.

Candace G. Hache
Administrator

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Guiding Light

Home for Boys

Group Home



Corrective Action Plan

Administrator, Candace Hache will review all reports to make sure that the input from the treatment team and input from the children is implemented and that it is attainable, measurable, and that it includes short and long term goals as each report is done on a quarter basis.

Recommendation #3

Guiding Light management assist all children in creating and maintaining life books/photo albums.

Corrective Action Plan

Life books have been purchased for each child at the home. A camera has been made available at each home to take pictures on special occasions. The facility manager and administrator will ensure this is done on an ongoing basis. Administration will encourage all clients to participate in putting their life book together.

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(951) 906-1424

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